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MEMORANDUM

DEPARTMENT OF STATE

INT 837 / 1

332

August 2, 1948

To: Rear Admiral R. H. Hillenkoetter, CIA

From: The Executive Secretariat, Department of State--James Q. Reber.

The Commission on Organization of the Executive Branch of the Government (The Hoover Commission) has asked us to assist in making an appraisal of the effectiveness of committees in the conduct of foreign affairs. Would you please fill out this questionnaire and return it to me, if possible, by Friday, August 6, 1948, room 5011 New State Building?

According to our recent survey you are a participant in the following committee:

Intelligence Advisory Committee

- A. As you see it, what is the principal purpose of this Committee?  
To make policy and procedure decisions.
- B. In what capacity do you participate? Official member.
- C. What was your attendance during last 12 months? Almost every meeting.

Would you please make the ratings by checking (X) the scales below?

- I. How effectively do you feel this committee is doing its principal job?  
"Very Effective."
- II. Do you think its job could be done more effectively by the responsible agency via informal liaison with each interested agency?  
"no."
- III. How does this committee compare in its effectiveness with the other committees in which you have participated?  
"Very Effective."
- IV. How do you think the functioning of this committee might be improved?  
"No comments."

Copy: Director  
Central Records  
Original returned to above address, 8/3/48,  
also form filed out by Mr. Childs (same as above).

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File: Hoover Commission

Job # 86B00269R Box #2 Folder #3  
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